

NOTICE OF VACANCY

AUGUSTA, GEORGIA is presently in the process of recruiting for the position described below. Applications for the positions will be given and taken at the HUMAN RESOURCES DEPARTMENT on:

MONDAY & FRIDAY

9:00 A.M. - 4:00 P.M.

After the recruiting period is expired, the applications will be referred to the respective department.

JOB TITLE:	Code Enforcement Officer II
DEPARTMENT:	Utilities
SALARY:	\$25,103.00 Annually
BEGINNING DATE:	April 01, 2005
CLOSING DATE:	April 12, 2005

MINIMUM QUALIFICATIONS:

High school diploma, trade school, or equivalent level of education is required. One to three years in a similar position or sufficient experience to perform the principal duties and responsibilities of the position. Possess or have ability to obtain a valid State of Georgia operator/driver's license for the type vehicle or equipment operated. Considerable knowledge of water and sanitary sewer maintenance. Considerable knowledge of surveying & staking.

MAJOR DUTIES:

Implement physical inspection and testing procedures in accordance with the Collection System Maintenance Management Plan. Closely coordinate repairs and cleanings with Construction & Maintenance Division. Effectively manage the Physical Inspection Crew. Routinely inspect easements throughout Augusta-Richmond County. Schedule repairs, report wet weather overflows, and clean sewers and manholes, etc. as determined during inspection. Clean gravity sewers and manholes. Maintain accurate information and report on findings & actions taken. Locate repair site using conventional surveying or GPS. Attend meeting. Serve as a resource to other division within the Department.

**ROOM 601 MUNICIPAL BUILDING
AUGUSTA, GA 30911**

**We are an equal opportunity employer.
We do not discriminate on the basis of race, religion,
color, sex, age national origin, or disability.**